



**SOLO AND SMALL FIRM SECTION \* OF THE STATE BAR OF CALIFORNIA  
EXECUTIVE COMMITTEE CONFERENCE CALL**

**Tuesday, March 15, 2005 @ 4:00 PM - 5:00 PM**

**Via Conference Phone: 1-888-384-9090, Pass Code: 273042**

1. **Call to Order** - (Richard)
2. **Approval of Minutes** from Wednesday, January 28, 2005 (Carolyn)
3. **Approval of Financials** - December 2004 (Patty/Mitch)
  - a. Discussion of ideas on reducing expenses in 2005
  - b. A minimum break even is required for the '05 year-end
4. **Big News Report** (Lisa)
5. **Appointments for 2005-2006** (Application online)
  - a. Confirm receipt of applications
  - b. Further discussion of applicants at our April retreat
6. **Retreat:**  
Marriott Rancho Las Palmas Resort & Spa  
Friday, April 1, 2005 - Sunday, April 3, 2005  
**Call 1-877-804-4064 to book your room/mention State Bar for special rate of \$195.00 plus taxes.**
7. **CEB** (Gerber)
8. **Council of State Bar Sections Report** (Marcia)
  - a. No meeting to report
  - b. Next meeting is April 8 in LA/SF Bar Offices

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**9. The State Bar Annual Meeting Deadline (Full Group)**

All speakers and their contact information must be sent to Mitch Wood or Kristina Robledo by Friday, May 13, 2005.

A matrix detailing our programs will be available at our retreat in April.

**10. Committee Reports**

- a. Education Committee - Steve
- b. Distant Learning - Marcia & Robert
- c. SEI - Steve
- d. SB Annual Meeting - Anne, Lisa, Ken, Patty and Hester
- e. Newsletter Committee - Lisa, Editor; Doug, Hi-Lites/Op Ed; Megan, General Assignment; Ad Committee - Eleanor & Ken; Editorial Board - Roberta and Patty
- f. CEB - Mary, Steve & Robert
- g. Members Benefit - Anne
- h. Legislation - Carolyn, Denise, Doug and Magan
- i. Mentor Directory - Ron, Esther & Denise
- j. Web Liaison - Marcia
- k. Local Bar Liaison - Myer, Carolyn & Megan

**11. April 15, 2005 Law School Program - Richard**

**12. Other Business**

**13. Adjournment**